



Tech 101-A Self Awareness

Unit 1-3: Critical Thinking

STUDY GUIDE

1. Review course structure.
2. Read article on critical reading found at: <https://www.csuohio.edu/writing-center/critical-reading-what-critical-reading-and-why-do-i-need-do-it>
(cut and paste the above link)
3. Read pages 13-22 of pdf entitled, “Critical Thinking Concepts and Tools”).
4. Read essay “Crime and Punishment” and apply the questions on p. 13 found on critical thinking pdf (“Critical Thinking Concepts and Tools). Submit to your instructor.
5. Read document on critical reading found at:
<http://writing.colostate.edu/guides/guide.cfm?guideid=31>
6. Review journal writing articles found at: <http://writingcommons.org/open-text/writing-processes/invent/79-benefits-to-using-a-writers-journal> and <http://writingcommons.org/open-text/writing-processes/invent/78-journal-about-the-assignment>
7. Read article on logging your work found at: <http://writingcommons.org/open-text/writing-processes/develop-effective-writing-habits/61-log-your-work>.
8. Read article on reflective writing found at: <https://www.csuohio.edu/writing-center/reflection-papers>
9. Write a reflective journal on how logging your work and journal writing could benefit you while working in industry.
10. Read information on Bloom’s taxonomy found at:
<http://www.nwlink.com/~donclark/hrd/bloom.html> and review articles on the following terms:
 - a. Remembering
 - b. Understanding
 - c. Applying
 - d. Analyzing
 - e. Evaluating- see unit 3 test Taking for practice
 - f. Creating—See Unit 4 project for application





Tech 101-A Self Awareness

Unit 1-3: Critical Thinking

STUDY GUIDE

11. Read documents on problem solving strategies:

A. Review: Plan DO Check Act

https://www.mindtools.com/pages/article/newPPM_89.htm

B. Review: 8 D problem solving (online or in lab)

http://www.fideltronik.com/files/sqa/8d_en.pdf

1. 1D establish a Team
2. 2D Describe the problem
3. 3D Containment
4. 4D Find Root Cause
5. 5D Determine Corrective Action
6. 6D Validate Corrective Action
7. 7D Prevent reoccurrence
8. Congratulate team

12. Describe how you would implement the PLAN DO CHECK ACT OR THE 8 D PROBLEM SOLVING techniques to a workplace situation. Create a chart and submit to instructor.





Tech 101-A Self Awareness

Unit 1-3: Critical Thinking

STUDY GUIDE

SAFETY DISCLAIMER:

M-SAMC educational resources are in no way meant to be a substitute for occupational safety and health standards. No guarantee is made to resource thoroughness, statutory or regulatory compliance, and related media may depict situations that are not in compliance with OSHA and other safety requirements. It is the responsibility of educators/employers and their students/employees, or anybody using our resources, to comply fully with all pertinent OSHA, and any other, rules and regulations in any jurisdiction in which they learn/work. M-SAMC will not be liable for any damages or other claims and demands arising out of the use of these educational resources. By using these resources, the user releases the Multi-State Advanced Manufacturing Consortium and participating educational institutions and their respective Boards, individual trustees, employees, contractors, and sub-contractors from any liability for injuries resulting from the use of the educational resources.

DOL DISCLAIMER:

This product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.

RELEVANCY REMINDER:

M-SAMC resources reflect a shared understanding of grant partners at the time of development. In keeping with our industry and college partner requirements, our products are continuously improved. Updated versions of our work can be found here: <http://www.msamc.org/resources.html>.

